

Bob Jones College

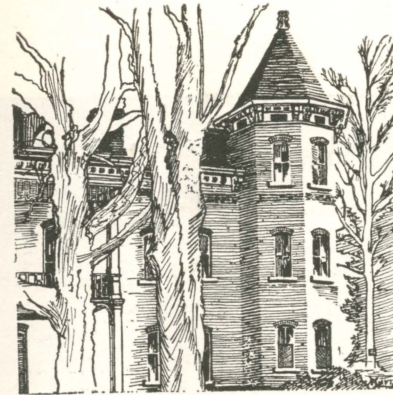
Volume VIII

Number I

CATALOGUE
1934-1935

Announcements
1935-1936

CLEVELAND, TENNESSEE



Bob Jones College

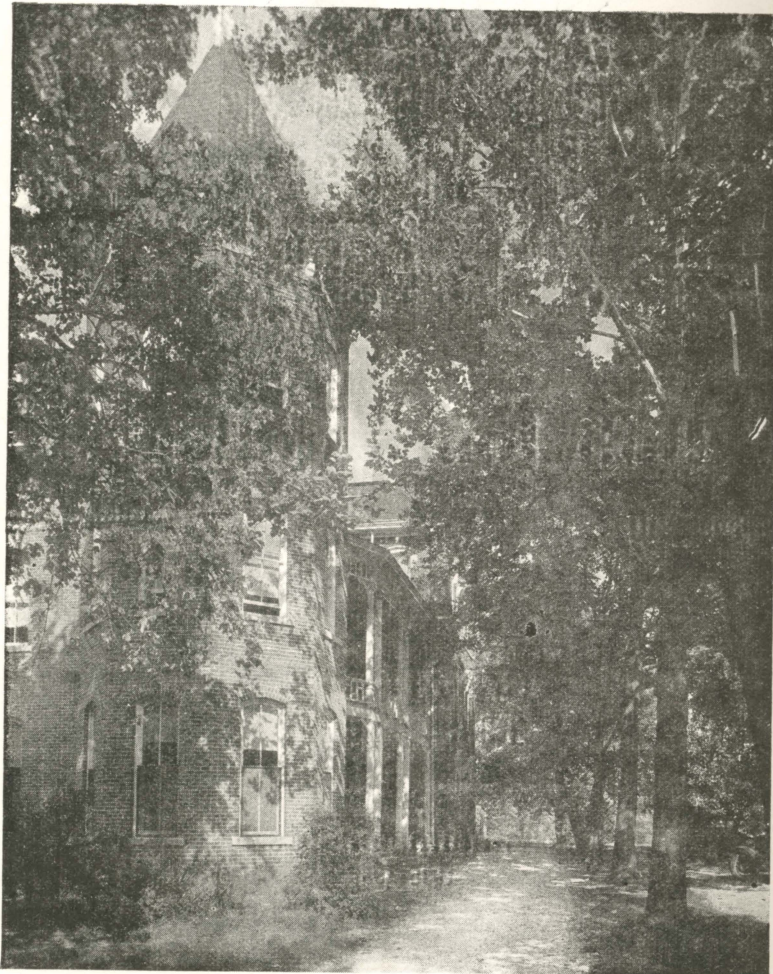
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CLEVELAND, TENNESSEE



SOUTH TOWER

COLLEGE CREED

I believe in the inspiration of the Bible, both the Old and New Testaments; the creation of man by the direct act of God; the incarnation and virgin birth of our Lord and Savior, Jesus Christ; His identification as the Son of God; His vicarious atonement for the sins of mankind by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to save men from sin; the new birth through the regeneration by the Holy Spirit; and the gift of eternal life by the grace of God.



COLLEGE MOTTO

No college shall excel us in the thoroughness of our scholastic training; and, God helping us, we endeavor to excel all other colleges in the thoroughness of our Christian training.

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CALENDAR 1935-1936

September 4, Wednesday, 10:00 A. M.—First Semester begins.
 September 5, Thursday—Registration.
 September 6, Friday—Classes begin.
 November 28, Thursday—Thanksgiving Day.
 December 20, Friday—Christmas Holidays begin.
 January 3, Friday—Classes convene.
 January 21, Tuesday—First Semester ends.
 January 22, Wednesday—Second Semester begins.
 May 27, Wednesday—Commencement Day.
 June 1, Summer school begins.
 July 10, Summer School closes.

BOARD OF TRUSTEES

Executive Committee

Dr. R. R. (Bob) Jones, Cleveland, Tenn., President
 Gov. Bibb Graves, Montgomery, Ala., Vice President
 Bob Jones, Jr., Cleveland, Tenn., Secretary and Treasurer
 C. W. Harle, Cleveland, Tenn.
 Raymond T. Crane, New York, N. Y.

Members of the Board

Mrs. C. V. Biddle, Knoxville, Tenn.	Archibald Kemp, Newark, N. J.
W. E. Biederwolf, Winona Lake, Ind.	Clifford Lewis, Montgomery, Ala.
M. F. Boone, Panama City, Fla.	Mrs. J. S. Mack, McKeesport, Penn.
T. C. Casaday, Montgomery, Ala.	Charles Mayfield, Cleveland, Tenn.
Don Cochran, Cleveland, Tenn.	R. L. McKenzie, Panama City, Fla.
Mrs. W. L. Dumas, Talladega, Ala.	H. B. Moore, Cleveland, Tenn.
E. J. Frazier, Cleveland, Tenn.	Monroe Parker, Spartanburg, S. C.
Henry Grube, Pensacola, Fla.	Mrs. E. S. Petty, Cleveland, Tenn.
A. K. Harper, Fairfield, Iowa.	Paul Rader, Chicago, Ill.
Mrs. Loren G. Jones, Sulphur Springs, Ark.	J. M. Sapp, Panama City, Fla.
Mrs. R. R. Jones, Cleveland, Tenn.	S. E. Spencer, Graceville, Fla.
Hon. Boyd Hargraves, Chattanooga, Tenn.	E. D. Viser, Cleveland, Tenn.

ADMINISTRATION

Officers and Assistants

Robert R. (Bob) Jones, D.D., President
 Bob Jones, Jr., A.M., Vice President
 Eunice Hutto, A.M., Dean
 Don Cochran, Business Manager
 Loren G. Jones, D.Mus., Extension Secretary
 W. W. Lee, Jr., B.B.A., A.M., Secretary of Faculty
 Mrs. Pearl Willis, Dean of Women
 Chesley Sappington, A.B., Superintendent of Buildings
 Alice Ward, Librarian
 Robert K. Johnson, Bookkeeper
 Fannie Mae Holmes, A.M., Dietitian
 Lillian Lee, A.M., Assistant to Dean
 Marjorie Parker, A.B., Secretary to President
 Lucien Atkeison, Secretary to Vice President
 Elizabeth Holmes, Secretary to Dean
 Hazel Claire Riley, A.B., Assistant to Dean of Women
 Lois Wilson, A.B., Assistant Librarian
 Elizabeth Adams, A.B., Hostess
 Mrs. W. W. Lee, Jr., A.B., Filing Clerk

FACULTY

Robert R. (Bob) Jones, D.D.
President

R. R. Jones, A.B., M.A.
History

Eunice Hutto, A.B., M.A.
Mathematics

Katie Nell Holmes, A.B., M.A.
English

Francis E. West, B.S., M.S., Sc.D.
Chemistry and Biology

W. W. Lee, Jr., A.B., B.B.A., M.A.
Business

Ruth Flood, A.B., M.A.
Speech

Salome J. Duggan, B.S., M.S.
Education and Psychology

W. A. Anderson, A.B., M.A.
English Bible

William T. Bruner, Jr., A.B.,
Th.M., Ph.D.
Greek, Hebrew, German

Edwin S. Irey, B.Mus.
Organ and Piano

Fannie R. Gaston, Ph.B., A.B., M.A.
Mathematics and Astronomy

Giovanni Sperandeo, A.B., M.A.
Romance Languages, Voice

E. Sim Martin, B.Pd., B.S., M.A.
English Literature

A. H. Moore, A.B.
Spanish, Latin

Sara G. Linton, B.Mus.
Piano, Violin

Grace W. Haight, Litt.D.
Missions, Hymnology

Mrs. G. Sperandeo
Public School Music
Piano, Violin

Lillian Lee, A.B., M.A.
Biology

F. M. Holmes, A.B., M.A.
Home Economics

Marius Anderson, A.B., M.A.
History

Marion Bradwell, A.B.
Bible

W. Hobart Childs, B.S.
Bible, Mathematics

Mrs. R. T. Allen, A.B.
French

Meta M. Harris
Piano, Violin

Mrs. Don Cochran
Director of Ensemble Singing

PERSONAL WORD FROM THE PRESIDENT

The Bob Jones College, which has had a successful history for eight years, will open its 1935-1936 session on the 4th day of next September. Cleveland is in the center of one of the most attractive sections of the entire country. It is only a short distance from the historic city of Chattanooga. It is less than one hundred miles from Knoxville, and only a drive of a few hours from Birmingham, Ala., Atlanta, Ga., Asheville, N. C., and many other interesting towns and cities of the South.

It offers four years of work leading to a bachelor's degree. It is interdenominational, orthodox, and co-educational. It stands without apology for the absolute authority of the Bible.

A famous educator who has visited our college on several occasions said, "I have inspected more than three hundred colleges in the United States. There is something in the Bob Jones College that I have never found in any other institution. You can't tell it. You can't write it. You have to visit the college and feel it." Our college has a spirit all its own. It has an atmosphere of culture without the cold formality which is found in some institutions.

As an institution we believe in denominational co-operation without organic union. We believe in the right of every Christian to interpret the Bible as he may be led by the Holy Spirit, but we deny the right of any Christian to question the authority of the Book. Religiously, our testimony is: "Whatever the Bible says is true." Every teacher in the college signs our orthodox creed once each year.

We are proving in our institution that it is possible to be thorough in scholastic work and to have a happy, contented student body in this modern age, and still hold to the old, orthodox, religious position of our fathers.

While a number of our students are going into the ministry, or to mission fields, or into some other form of Christian work, a great many of them are planning to be lawyers, doctors, teachers, business executives, etc.

GENERAL INFORMATION

In studying the courses outlined in this catalogue, you will note that a student may have as many hours in his minor, which is required, as he has in his major. This arrangement enables a student to receive a Bachelor of Arts degree from the Bob Jones College and then to enter a graduate school and receive his Master of Arts degree in the minor which he had in our institution.

A student may have a minor in English, history, mathematics, or foreign language.

We believe that, because we limit our student body and because of the intensely Christian atmosphere of our institution, we are in a better position to do the work in the fields that we cover than any other institution in the country.

Each student in our college is required to take Bible every year. This applies not only to college students but also to high school students and Business College students as well. We offer to every student in the college, the high school, and the Business College, voice, piano, violin, pipe organ, and speech without extra cost, except a small fee for the use of the practice piano or organ. We put much emphasis on public speaking for we do not believe that a boy or girl is really educated until he or she is able to stand on the platform of any auditorium and talk with ease to an audience.

Our college has the reputation of being strict; but our student body, we believe, is the most contented group of students on the American continent. The rules and regulations of the institution are made by a committee of the faculty and the students, and can be changed only by a vote of these two groups. The rules and regulations are reasonable and necessary.

At the Bob Jones College, religion is the natural thing. It is not stereotyped, strained, or "overly-pious." It is simple and unaffected. Every class is opened with prayer, and our social gatherings blend easily and naturally into "a little prayer before we go." We believe in a clean social life. We encourage properly chaperoned parties. In all our work and play, in personal life and social relations, we seek to be loyal to the Lord Jesus Christ.

In connection with our college we have a high school where we do four years of accredited work. The high school girls are housed in one section of the women's dormitory. The boys in the high school under eighteen years of age are under special supervision.

Every student in our institution receives personal and constant attention. Any boy or girl is free to go for advice or assistance to any member of the faculty at any time. We limit our attendance to a maximum of three hundred students. The physical health of the students is cared for by supervised calisthenics, baseball, volley ball, basket ball, tennis, playground ball, and hiking. An indoor swimming pool provides facilities for teaching swimming. All students are required to take an hour of physical exercise each day.

Parents may send their sons and daughters to the Bob Jones College and go to sleep at night in perfect peace, knowing that their children are safe, physically, mentally, and spiritually.

We shall be glad to give any detailed information to any parent or to any prospective student. If either has a problem of any kind, we shall be happy to help solve it. Remember, a student can come to the Bob Jones College for one or two years and get the necessary preparation for whatever course of study he wishes to pursue.

GRADUATE WORK

The students of the Bob Jones College have uniformly made good in graduate schools and we call special attention to the fact that we do not recommend students for work in graduate schools unless they make an average grade of B in both their major and their minor subjects.

COURSE NUMBERS

The numbers under Courses of Instruction relate to the year, semester and course. The first figure in each number refers to the year; the second figure refers to the semester; the third figure refers to the course. For example, En. 321 means English, third year, second semester, first course; Re. 211 means Religion, second year, first semester, first course.

No class will be given in any subject unless at least five students sign up for the course.

PRACTICAL SUGGESTIONS

Each student should bring a pillow, two bedspreads, blankets, sheets, pillow-cases and towels.

EXPENSES

Tuition and fees, a semester.....	\$87.50
Room and board, a month.....	25.00
Piano rent, a semester.....	3.00
Voice fee, a semester.....	3.00
Pipe organ rent, a semester.....	12.50

STUDENT ORGANIZATIONS

Literary Societies. There are no fraternities or sororities on the Bob Jones College campus, but there are four flourishing literary societies. Every student is eligible for membership in one of these groups. The Sigma Lambda Delta and Sigma Kappa Rho societies are for the girls and the William Jennings Bryan and Chi Delta Theta societies are for the boys.

Pan Hellenic Council. The Pan Hellenic Council is composed of the president and one representative of each of the literary societies. The purpose of the Council is to guide and control the activities of the literary societies.

Pioneer Club. The Pioneer Club consists of all members of the faculty and the student body who were connected with the college during its first year.

The Friendship Club. The Friendship Club is composed of all the girls on the campus. The purpose of the club is to create a closer bond of friendship among the girls in the college.

The Life Service Band. The Life Service Band is an organization of students who have volunteered for definite Christian service. It seeks to train and encourage its members to become efficient in personal evangelism.

The Student Volunteer Band. The Student Volunteer Band is composed of those students who have been definitely called to the Mission Field. The objective of the band is to stimulate missionary vision and zeal among its members.

The Ministerial Association. The Ministerial Association is a band of students who have been called into the ministry. The association aims to promote in every way possible the work of the kingdom of God.

The Laymen's Club. The young men who belong to this club are those who have decided that they will use all their opportunities to lead the unconverted to their Lord and Savior.

Denominational Organizations. The various religious denominations have their own young people's societies and Sunday school classes. Students are urged to attend the meetings of the denominational group with which they have been affiliated at home.

The Choral Club. The Choral Club consists of students carefully selected for their musical talent. The best choral music, accompanied and unaccompanied, is studied. The club appears in several formal concerts during the year.

The Classic Players. The Classic Players are the only college Shakespeare repertoire group in the world. Membership is open to all students who show talent or ability in public try-outs.



ENTRANCE TO THE CENTRAL BUILDING

REQUIREMENTS FOR ADMISSION

The requirements for admission to the freshman class of Bob Jones College are substantially the same as those of other standard colleges and may be stated as follows:

1. By graduation from an accredited high school; presentation of a properly certified statement showing satisfactory graduation and the completion of at least 15 units of standard school work in any high school accredited by one of the standardizing associations, or the State University of the state in which the high school is located. This certification should be forwarded to the Dean as early as practicable before the opening of the college.

Each candidate for admission should present 15 units of credit as follows:

Group A—At least 3 units of English, 1 unit of algebra, 1 unit of plane geometry, 1 unit of history, 1 unit of science.

Group B—At least 8 units to be chosen from the following: Mathematics, science, social sciences, foreign language (not less than 2 units in the same language will be accepted), vocational and commercial subjects.

Not more than 4 units will be accepted to fulfill entrance requirements in any one of the following subjects:

1. English
2. Social Sciences
3. Mathematics
4. Natural Sciences
5. Commercial and Vocational Subjects
6. Foreign Language

A student who does not present 2 units of foreign language for entrance will be required to take 18 hours in foreign language instead of the required 12 hours for a Bachelor of Arts degree.

2. By Special Permission: Students graduating from unaccredited high schools, and students transferring from unaccredited colleges—and in other special cases mature students whose work has been irregular—will be enrolled on the recommendation of the Scholarship Committee and will be placed on trial for one semester. If such students meet the educational requirements of our institution during the semester they will be enrolled as regular college students. Of course, all entrance requirements must be fully met before such students can become candidates for graduation.

REGULATIONS RELATING TO STUDENTS

Housing. Out-of-town students must live in the college dormitories. The administration may make certain exceptions in the case of students who have near relatives living in Cleveland.

Discipline. The college authorities throw every possible safeguard around the students in order to make it easier for them to live right. Hazing is strictly forbidden. Gambling, drinking, and profanity are not tolerated. The use of tobacco by dormitory students is forbidden. Students living at home are not permitted to use tobacco on college properties, nor are they permitted to bring tobacco in any form on the college grounds. Dormitory students are not permitted to keep automobiles except for business purposes, and then only on approval of the college authorities. All girls are required to have a chaperon for social occasions on the campus. All dormitory girls are required to have chaperons when they leave the campus.

Attendance at Religious Services. Students are required to attend the daily chapel services, the Sunday morning church services, and the Sunday afternoon vespers. Students are urged to attend Sunday school and the Young People's services on Sunday.

Grading. The following grading system is used: A, excellent; B, good; C, passing grade for juniors and seniors; D, passing grade for freshmen and sophomores; E, condition; F, failure; I, incomplete work. A student making an E or I will be given the following six weeks to remove the condition. (A small fee is charged for deferred or special examinations.)

Honor Points. A student must make 130 honor points before a degree will be conferred. The following table shows the number of honor points earned for the respective grades a semester hour:

A	3 honor points
B	2 honor points
C	1 honor point
D	0 honor point
E	-1 honor point
F	-2 honor points

Reports. A report of the standing of each student whose fees are paid is made to the parent or guardian every six weeks. A duplicate is given the student.

Maximum and Minimum Number of Hours. Sixteen hours a semester constitute a normal amount of work for a student. Upper classmen with an average of B may be permitted, upon the recommendation of the Scholarship Committee, to take a limited number of additional hours.

Work Scholarships. The number of hours which students who have work scholarships may carry will depend upon the time given to their scholarship jobs.

Classification of Students. A student may be regularly classified after his high school record has been accepted. A student will be given the rank of sophomore after he has earned a minimum of 24 semester hours and 24 honor points; the rank of junior after he has earned at least 58 semester hours and 58 honor points; and the rank of senior after he has earned 92 semester hours and 92 honor points.

DEGREES

In addition to the Bachelor of Arts and Bachelor of Music degrees, the Master of Arts degree in Religion is given to exceptional students who complete a year's prescribed work beyond the Bachelor of Arts degree and submit a satisfactory thesis.

Special provision is made for students who have a Bachelor of Arts degree with a major in religion and who wish to take two years of New Testament Greek, two years of Hebrew, and such other courses as are offered in standard theological seminaries.

REQUIREMENTS FOR GRADUATION

A student must be recommended for graduation by the Dean and the heads of the departments in his major and minor subjects, and must have satisfied the following technical requirements:

1. The passing of the required courses of the curriculum pursued, together with the minimum number of hours of elective work prescribed in the curriculum. In no case will a student be recommended for a degree who has less than 130 semester hours of scholastic work, and 130 honor points.

2. Completion of a major covering from 30 to 36 hours and a minor of from 24 to 30 hours. The courses required in each major are indicated in the respective outlines as listed below.

3. Each candidate for the Bachelor of Arts degree is required to submit an acceptable thesis on some subject relating to his major field, or to take a comprehensive examination covering his major and minor subjects.

4. Each candidate for the Bachelor's degree with a major in music or speech is required to give a graduate recital.

5. A student must be in residence at least one year, including the last semester of his senior year.

OUTLINES FOR COURSES OF STUDY

Before studying the courses outlined below, please give special attention to this page. You will note that we are outlining three four-year courses leading to a Bachelor of Arts degree in religion, speech and music. You will also note that through the sophomore year the courses are so arranged that a student may be able to do adequate work toward pre-law, pre-medicine, or any other course of study given in Colleges of Liberal Arts.

We do not ordinarily advise any student to remain in the Bob Jones College beyond the sophomore year unless he or she is especially interested in music, speech, or religion. However, many students who are not especially interested in these three subjects finish their junior year here and then transfer to some other college or university for their senior year's work. A number of students have taken a major in music, speech, or religion, with a minor in English, or some other subject, and have received their Bachelor of Arts degree in the Bob Jones College and have gone to graduate schools for their Master's degree in their minor.

The two groups of electives referred to in the following curricula are:

Group I:

French, Greek, Latin, Spanish.

Group II:

English, History, French, Greek, Hebrew, Latin, Spanish.

Electives must be chosen so that each candidate for graduation will have at least 30 semester hours in his major subject and 24 hours in some academic subject elected as a minor.

BACHELOR OF ARTS DEGREE WITH A MAJOR IN RELIGION

Freshman Year

Course	Semester	Hrs.	Course	Semester	Hrs.
English 111-121 ✓	6		English or History		6
History 111-121 ✓	6		Bible or New Testament		
Mathematics 111-121* ✓	6		Greek or Hebrew****		6
Bible 111-121 ✓	2		Bible Prophecy		6
Speech 111-121 ✓	6		Practical Instruction		2
Physical Education ✓	2		Elective		12
Elective from Group 1**	6				—
<i>Voice</i>		34			32
<i>Piano</i>					
<i>Science</i>					
<i>Play</i>					

Sophomore Year

Course	Semester	Hrs.	Course	Semester	Hrs.
English 211-221	6		History of the Hebrew People		6
History 211-221 or			Speech		6
Mathematics 211-221	6		Practical Instruction		2
Chemistry or Biology	3		Bible Doctrines		6
Psychology 211	3		Elective		8
Bible	2				
Physical Education	2				
Elective from Group 1***	6				
Elective	3				
	36				28

*Ministerial students who elect astronomy in the junior or senior year will not be required to take mathematics in the freshman year.

**Ministerial students are required to elect Greek.

***Continuation of language elected freshman year.

****Ministerial students are required to elect Hebrew or Greek.

NOTE: Students who do not present two units in a foreign language for entrance will be required to continue through the junior year the language elected in the freshman year.

BACHELOR OF ARTS DEGREE
WITH A MAJOR IN SPEECH

Freshman Year		Junior Year	
Course	Semester Hrs.	Course	Semester Hrs.
English 111-121	6	English	6
Mathematics 111-121	6	Bible	6
History 111-121	6	Private Lessons in Speech	2
Speech 111-121	6	Interpretation and Characterization	6
Bible 111-121	2	Play Production	6
Physical Education	2	Elective from Group 2	6
Elective from Group 1	6		
	34		32

Sophomore Year		Senior Year	
Course	Semester Hrs.	Course	Semester Hrs.
English 211-221	6	History of the Hebrew People	6
Chemistry or Biology	8	Drama and Shakespeare	6
Bible 211-221	2	Private Lessons in Speech	2
Speech 211-221	6	Play Directing and Program and Radio Technique	4
History or Mathematics 211-221	6	Psychology	3
Physical Education	2	Elective	7
Elective from Group 1*	6		
	36		28

BACHELOR OF ARTS DEGREE
WITH A MAJOR IN MUSIC

Freshman Year		Junior Year	
Course	Semester Hrs.	Course	Semester Hrs.
English 111-121	6	Bible 311-321	6
Mathematics 111-121	6	Music History	4
French 211	6	Applied Music Major	2
World History 111-121	6	Speech	3
Bible 111-121	2	Elective from Group 2	6
Sight Singing and Terminology 111-121	4	General Elective	3
Applied Music Major*	2	Harmony 211-221	4
Physical Education	2	Dictation and Ear Training	4
	34		35

Sophomore Year		Senior Year	
Course	Semester Hrs.	Course	Semester Hrs.
English 211-221	6	English	6
French	6	History of Hebrew People	6
Chemistry	8	Applied Music Major	4
Bible 211-221	2	Analytical Composition	3
Harmony 111-121	4	Psychology	3
Applied Music	2	Graduation Recital	1
Physical Education	2	Elective	3
Elective from Group 2	6		
	36		26

*A student in the A.B. course with major in music is required to practice one hour each day the first three years and two hours the last year.

BACHELOR OF MUSIC DEGREE
WITH MAJOR IN PIANO, VOICE, OR ORGAN

Freshman Year			Junior Year		
Course	Semester	Hrs.	Course	Semester	Hrs.
English 111-121		6	Bible 311-321		6
French		6	Advanced Harmony		2
Bible 111-121		2	Public School Music		4
Speech 111-121		6	Applied Music Major		4
Sight Singing and Terminology 111-121		4	Applied Music Minor		2
Applied Music Major*		4	Music Appreciation		4
Harmony 111-121		4	College Elective (academic)		6
Physical Education		2	Italian, French, and German		
		—	diction—for voice majors only		2
		34	Normal Piano Methods—for piano students		2
			Accompanying		4
			Elective—for voice majors		5
			Elective—for piano and organ majors		1
					—
			Voice 35 hrs; piano or organ		35
Sophomore Year			Senior Year		
Course	Semester	Hrs.	Course	Semester	Hrs.
English 211-221		6	History of the Hebrew People		6
French		6	College Elective (Academic)		6
Harmony 211-221		4	Orchestration		4
Dictation and Ear Training		4	Counterpoint		4
Applied Music Major		4	Applied Music Major		4
Applied Music Minor		2	Applied Music Minor		2
Physical Education		2	Graduation Recital		1
Bible 211-221		2			—
History of Music		4			27
		—			
		34			

*All Bachelor of Music students must practice two hours daily.

COURSES OF INSTRUCTION

BIBLE

Prof. Anderson, Prof. Childs, Dr. Haight, Mr. Bradwell	
Re. 111—Old Testament	1 hour
A synthetic study of the Old Testament, with outlines, lectures, and discussions; designed to give the student a thorough working knowledge of the Old Testament.	
Re. 121—A continuation of Bible 111.	1 hour
Re. 211—New Testament	1 hour
A study of the life of Christ, the life of Paul, and the epistles; designed to give the student a thorough working knowledge of the New Testament.	
Re. 221—A continuation of Bible 211.	1 hour
Re. 311—Bible prophecy	3 hours
A study of the lives and messages of the prophets of the Bible, pointing out the historical fulfillment of the prophecies already accomplished and a study of current events in the light of prophecy.	
Re. 321—A continuation of Bible 311.	3 hours
Re. 411—Bible doctrines	3 hours
A practical study of the fundamental teachings of the Bible on such doctrines as those expressed in the college creed.	
Re. 421—A continuation of Bible 411.	3 hours
Re. 111—General survey of the Bible	1 hour
This course is designed for Business College students and special students.	
Re. 121—A continuation of Re. 111.	1 hour
Re. 312—Christian Missions	2 hours
This course includes the study of the principles of Christian missions, outlines of missionary history, and biographies of great missionaries.	
Re. 322—Hymnology	2 hours
A comprehensive study of the lives and hymns of hymn-writers from antiquity through the period of the Gospel songs.	
Re. 313—Christian Evidences	3 hours
This course is designed to acquaint the student with the views of destructive critics, and to establish his faith in the authority of the Word of God by showing the fallacies in the so-called "Modernistic" position.	
Re. 323—A continuation of Bible 313.	3 hours
Re. 411—Hebrew history	3 hours
Re. 421—A continuation of Bible 411.	3 hours
Re. 412—Comparative religions	3 hours
A study of the major religious systems of the world, showing how "Man by wisdom" has not known God, and how the Christian religion is the only one that meets the needs of Adam's fallen race.	
Re. 422—Comparative religions	3 hours
A continuation of Re. 412.	

CHEMISTRY AND BIOLOGY

Dr. West, Miss Lee

Ch. 111—General Chemistry 4 hours

This course is open to all students who have completed a year of high school chemistry or its equivalent. Emphasis is given to the laws and theories underlying the science. Three lectures and one laboratory period a week.

Ch. 121—General Chemistry 4 hours

A continuation of Chemistry 112. Three lectures and one laboratory period a week.

Ch. 211—Organic Chemistry—Aliphatic Series 4 hours

An introductory course in organic chemistry. A study of the alcohols, ethers, etc. Three lectures and one laboratory period a week.

Ch. 221—Organic Chemistry—Aromatic Series 4 hours

A continuation of course 211. A study of benzene, aromatic alcohols, dyes, etc. Three lectures and one laboratory period a week.

Chemistry courses 111 and 121 are pre-requisites for work in organic chemistry.

By. 111—Biology (Zoology) 4 hours

A study of the principal phyla of animals. Three lectures and one laboratory period a week.

By. 121—Biology (Botany) 4 hours

A study of the principal groups of plants with emphasis upon the chemical and physical processes underlying growth. Three lectures and one laboratory period a week.

N. B. The majority of colleges and universities make a charge of from five to fifteen dollars a semester to students taking science, but the Bob Jones College makes no extra charge for laboratory work. This places all students of the college on an equal footing and enables the science student to get his college training at the same cost as that of the student majoring in history, language or mathematics.

EDUCATION AND PSYCHOLOGY

Miss Duggan

Ps. 211—General Psychology 3 hours

A course aiming to acquaint the student with the fundamental conditions and facts of conscious behavior, including the physiological basis of behavior, native traits, emotions, feelings, sensations, learning, habit formation, memory and perception. Text, lectures, demonstrations, assigned readings.

Ps. 221—Educational Psychology 3 hours

An elementary study of psychology as applied to education, to include the items of original tendencies; laws of learning; amount, rate, limit, conditions, spread and permanence of improvement; mental work and fatigue, individual differences. Text, lectures, assigned readings.

Ed. 111—Introduction to Teaching 3 hours

An orientation course in the teaching procedure. Special study is given to teaching techniques, and the use of different types of materials and subject matter content. Opportunity is given for students to observe and evaluate teaching in the elementary city public schools. Text, lectures, assigned readings, and observation.

Ed. 121—General Methods and Class Management in the Elementary Schools 3 hours

The psychological aspects of the problems of school management are taken into consideration but special emphasis is placed on classroom organization and control as a social problem of large importance. Text, lectures, assigned readings.

Ed. 122—Public School Art 2 hours

A course planned for grade teachers who wish to become more efficient in the teaching of drawing, designs, color, construction and appreciation.

Topics: Drawing—human figure, animals, birds, plants, trees, constructed objects; color; design; lettering; posters and cards; paper and cardboard construction—boxes and booklets; modeling; appreciation.

ENGLISH

Miss Holmes, Prof. Martin

En. 101—Minimum Essentials of English No Credit

An elementary course in the fundamentals of grammar, punctuation and sentence construction, designed to meet the needs of freshmen who are deficient in preparatory English. For such students this course is prerequisite to English 111. Entrance to the course will be determined by examinations given to all students entering the freshman class.

En. 111—Rhetoric and Composition 3 hours

This course is designed primarily to teach clear and correct expression. Training in the fundamentals of prose composition is emphasized. Attention is also given to the study of English literature, particularly in the field of English poetry.

En. 121—Rhetoric and Composition 3 hours

A continuation of English 111.

En. 211—A general survey of English Literature 3 hours

This course covers the principal developments in English literature from Chaucer to the present time.

Prerequisite: English 111-121.

En. 221—A general survey of English Literature 3 hours

A continuation of English 211.

En. 311—American Literature 3 hours

A general survey of the development of American prose and

poetry from the founding of the colonies to the "War between the States." Prerequisite: English 211.

En. 321—American Literature 3 hours

A study of American prose and poetry from the "War between the States" to the present time, with special attention to the contemporary American novel, the short story, and the drama.

En. 312—The development of the Drama 3 hours

The study of the development of English drama with a general survey of Greek, Roman, German, Spanish and French dramas in translation.

En. 322—Shakespeare 3 hours

A critical study of the principal Shakespearean plays through lectures, essays, and readings. Prerequisite: English 211.

En. 411—English Poetry of the Victorian Period 3 hours

A study of the nineteenth century poets: Tennyson, Browning, Elizabeth Barrett Browning, Swinburne, Morris, Rossetti, and Arnold. Prerequisite: English 211.

En. 421—English Poetry of the Victorian Period 3 hours

A continuation of English 411.

En. 412—Advanced Composition 3 hours

A detailed study of the form of composition, with lectures, practice in writing, and conferences. Prerequisite: English 111.

En. 422—Advanced Composition 3 hours

A continuation of English 412.

En. 413—A comprehensive course in the study of English grammar. Required of all seniors.

MODERN LANGUAGES

Prof. Sperandeo, Prof. Moore, Dr. Bruner

French

Fr. 111—Elementary French 3 hours

French grammar with a thorough study of French phonetics and pronunciation, constant practice in writing, dictation, spelling, various tense formations, reading of short stories and easy plays. Simple conversation is introduced in second semester.

Fr. 121—Elementary French 3 hours

A continuation of French 111 with more advanced reading and composition work.

Fr. 211—Reading of moderate difficulty, conversation, composition, dictation, French phonetics, the study of rules and principles of French grammar. The works of such authors as Francois, Halevy, Labiche et Martin, Alexander Dumas, About, Daudet, and Merimee read and discussed. Reports are required. Prerequisite: French 111-

121. 3 hours

Fr. 221—A continuation of French 211. 3 hours

Fr. 311—A rapid reading of French plays and representative novels both classical and modern. Advanced work in French composition. A brief outline of the corresponding periods of the literature; lectures in French and English given at intervals. Reports on parallel reading are required. Prerequisite: French 211-221. 3 hours

Fr. 321—A continuation of French 311. 3 hours

Fr. 411 and Fr. 421 will be offered if a sufficient number of students register for them. These courses consist of a survey of modern French drama since 1700. Special attention is given to the theatrical principles, changes, and ideas of the different dramatic schools of the last two centuries. Representative plays from the different schools are read and discussed. Written and oral reports are required. Prerequisite: Either Fr. 211-221 or 311-321. 3 hours

Spanish

S. 111—Elementary Spanish 3 hours

This course includes careful training in pronunciation, the reading of easy Spanish prose as a basis for vocabulary, and composition work.

S. 121—Elementary Spanish 3 hours

A continuation of Spanish 111, with more advanced reading and composition work and with more use of oral Spanish.

S. 211—Intermediate Spanish 3 hours

A thorough review of grammatical principles and rules, reading of modern literature, conversation, advanced composition, oral and written reports. Prerequisite: Spanish 111-121, or two years of high school Spanish.

S. 221—Intermediate Spanish 3 hours

A continuation of Spanish 211. Reading of modern novels, short stories, and plays, and composition work.

S. 311—Third Year Spanish 3 hours

The study of irregular verbs, theme work in Spanish, rapid reading of representative novels and plays, written reports on parallel reading, and conversation. Prerequisite: Spanish 211-221.

S. 321—Third Year Spanish 3 hours

A continuation of Spanish 311. Reading of modern novels by Galdos, Valdes, Ibanez, Escrich, and Valera, and plays by Quintero brothers, Martinez Sierra, and Tomayo y Baus. Written reports required.

S. 411—A survey course offered only to students whose major field is in the Romance languages. It consists of rapid reading of early period novels up to 1898; plays by the authors of "Siglo de Oro" up to Benavente and the Quintero brothers. 3 hours

S. 421—A continuation of Spanish 411 with lectures based on different Spanish literary periods. 3 hours

German

Ger. 111—Beginner's German 3 hours
Pronunciation, grammar exercises, written and oral.

Ger. 121—Beginner's German 3 hours
A continuation of German 111, with reading of easy texts and composition.

Ger. 211—Second Year German 3 hours
Review of grammar, reading of prose and poetry, exercises in composition.

Ger. 221—Second Year German 3 hours
A continuation of German 211.

Ger. 311—Scientific German 3 hours
Reading of scientific text; exercises in composition.

Ger. 321—Scientific German 3 hours
A continuation of German 311.

ANCIENT LANGUAGES

Dr. Bruner

Latin

The Latin courses are primarily for those pupils who have completed four years of high school Latin. There are some, however, who enter college with only three years of high school Latin, but wish to continue the study of the subject. The college is glad to organize classes for these pupils and many of them do excellent work in college Latin.

Collateral reading is assigned throughout the four years, and reference books in Roman literature, archaeology, and mythology are accessible for the use of students. The needs of prospective teachers of Latin are kept in mind and the second semester of the senior year is devoted to an intensive teacher-training course.

L. 111—First Year Latin 3 hours

Cicero, *De Senectute* or *De Amicitia*, prose composition and syntax. Livy, Books XXI and XXII, prose composition and syntax. Virgil's *Aeneid*, Books VII-XII.

L. 121—A continuation of Latin 111. 3 hours

L. 211—Second Year Latin 3 hours

Horace, *Odes* and *Epodes*, prose composition; *Meters of Horace*, Tacitus, *Agricola*, and *Germania*, prose composition, Roman life under the empire; Cicero and Pliny, *Letters*.

L. 221—A continuation of Latin 211. 3 hours

L. 311—Third Year Latin 3 hours

Catullus, *Odes*; *Meters of Catullus*; Martial, *Epigrams*, *Meters of Martial*; Horace, *Satires* and *Epistles*.

L. 321—A continuation of Latin 311. 3 hours

L. 411—Fourth Year Latin 3 hours

Juvenal, *Satires*; Persius, *Satires*; Apulius, *Cupid and Psyche*.

Rapid review of Caesar, Cicero and Virgil high school texts with special emphasis on syntax and grammar; methods of teaching high school Latin.

L. 421—A continuation of Latin 411. 3 hours

New Testament Greek

Gr. 111—Beginner's Greek grammar 3 hours
Forms and syntax of the Kione Greek, with pronunciation and accents; written exercises; vocabulary.

Gr. 121—Beginner's Greek grammar 3 hours

A continuation of Greek 111. 3 hours

Gr. 211—Second Year Greek 3 hours

Reading of Luke; irregular verbs; grammar review. 3 hours

Gr. 221—Second Year Greek 3 hours

A continuation of Greek 211. 3 hours

Gr. 311—Third Year Greek 3 hours

Advanced grammar; exegesis; the other Gospels. 3 hours

Gr. 321—Third Year Greek 3 hours

A continuation of Greek 311. 3 hours

Gr. 411—Fourth Year Greek 3 hours

Remainder of New Testament; exegesis. 3 hours

Gr. 421—Fourth Year Greek 3 hours

A continuation of Greek 411.

Old Testament Hebrew

He. 111—Beginner's Hebrew grammar 3 hours

Forms and syntax, pronunciation, vocabulary, written exercises. 3 hours

He. 121—Beginner's Hebrew grammar 3 hours

A continuation of Hebrew 111. 3 hours

He. 211—Second Year Hebrew 3 hours

Reading in Genesis and other books; syntax. 3 hours

He. 221—Second Year Hebrew 3 hours

A continuation of Hebrew 211.

HISTORY

Prof. Jones, Prof. Anderson

Hi. 111—History of Civilization 3 hours

An orientation course for all college freshmen. Survey of the history of mankind from the earliest times to the present. Text and selected readings.

Hi. 121—History of Civilization 3 hours

Continuation of History 111. 3 hours

Hi. 211—United States History 3 hours

American history from 1492 to 1828. An introductory college course designed for those who desire a general knowledge of early American history.

Hi. 221—United States History 3 hours

American history from 1828 to the present day. Continuation of History 211.

Hi. 311—The Middle Ages 3 hours

A brief survey of the history of Western Europe from the dissolution of the Roman Empire to the opening of the Renaissance.

Hi. 321—Modern Europe 3 hours

The emergence of modern nations as traced in the history of Western Europe since the beginning of the sixteenth century.

Hi. 411—A History of the Hebrew People 3 hours

A summary of the history of the Chosen People from the call of Abraham to the fall of Jerusalem in 70 A. D. Special attention is given to the economic and political conditions of the Ancient World and the Roman Empire and their effect upon Israel. The apostolic missionaries and their work and journeys are traced. Text: The Old and New Testaments and selected readings from Josephus and other historians.

Hi. 421—A History of the Hebrew People 3 hours

Continuation of History 312.

Hi. 412—The Renaissance 3 hours

A brief history of the "Great Awakening" with special emphasis upon the development in art, literature, politics, religion, and intellectual concepts.

Hi. 422—The Reformation 3 hours

A detailed study of this period of historical transition and of those who led it. Special attention is given to the political, economic, social, and religious aspects of the period.

So. 311-321—General Sociology 6 hours

MATHEMATICS AND ASTRONOMY

Miss Hutto, Miss Gaston

Ma. 101—Algebra No Credit

Planned for freshmen who are not prepared for college algebra. For such students this course is prerequisite to Mathematics 111. Entrance to the course will be determined by examinations given soon after the opening of school.

Ma. 111—College Algebra 3 hours

A rapid review of high school algebra; the quadratic equation, proportions, progressions, functions, graphs, theory of equations, permutations, combinations, probability, and determinants.

Ma. 121—Trigonometry 3 hours

Solution of the triangle and the use of logarithms in computation; trigonometric identities.

Ma. 112—Solid Geometry 3 hours

Recommended for students who have not had it in high school and who expect to pursue mathematics beyond the freshman year.

Ma. 211—Plane Analytic Geometry 3 hours

The algebraic study of the figures of geometry and the plane sections of a cone. Systems and transformation of coordinates.

Ma. 221—Introduction to Calculus 3 hours

An introductory course in the differentiation and integration of elementary forms.

As. 311—Astronomy 3 hours

The study of the celestial sphere, astronomical instruments and measurements, the earth as an astronomical body, and descriptive astronomy of the sun and moon. For juniors and seniors.

As. 321—Astronomy 3 hours

A study of eclipses, planets, satellites, comets, meteors, shooting stars, nebulae, and fixed stars. For juniors and seniors.

SPEECH

Miss Flood, Prof. Jones

Sp. 111—Fundamentals of Expression and Interpretation 3 hours

A general course in the theory and practice of speech, in which the following will be studied: Voice, phonetics, expressive movement, and the interpretation and reading of poems and prose selections.

Sp. 121—Fundamentals 3 hours

A continuation of Speech 111.

Sp. 211—Public Speaking 3 hours

Outlining, writing, and delivering of speeches for various occasions, and the study of some of the outstanding speeches of history.

Prerequisite: Speech 111-121.

Sp. 221—Argumentation and Debate 3 hours

A study of the finding of issues and the writing of briefs with practice in debate work and parliamentary procedure.

Sp. 311—Interpretative Reading 3 hours

An advanced course in the study of types of literature and their interpretation. Prerequisite: Speech 111-121.

Sp. 321—Characterization or Impersonation 3 hours

Designed for those interested in dramatic reading. Analysis of Katherine and Petruchio from Shakespeare's "Taming of the Shrew," and other readings requiring the study of various types of characters. Prerequisite: Speech 111-121.

Sp. 312—Play Production 3 hours

The principles of stage design, lighting, and the various phases of production; practical experience in designing costumes and constructing scenery for the Shakespearean productions of the college.

Sp. 322—Play Production 3 hours

A continuation of Speech 312.

Sp. 411—Play Direction 2 hours

Designed for those who wish to direct high school plays, religious dramas or pageants.

Sp. 421—Program Planning and Radio Technique 2 hours

Sp. 412—The Classic Players Various credits

Practical experience in acting and an appreciation of Shakespeare is gained by membership in the Classic Players. A varied repertoire of plays is maintained from which each year at least two

productions are made. Membership is open to all students who show sufficient ability through "try-outs."

Bible Reading

No credit

A study of the oral interpretation of the Bible. Required of all ministerial students. One hour each week.

Private Lessons (each semester).

THE CONSERVATORY OF MUSIC

Prof. Irely, Prof. Sperandeo, Miss Linton, Mrs. Sperandeo,
Miss Harris

Equipment. The Conservatory is adequately equipped with pianos for studio and practice rooms. The auditorium contains a splendid grand piano and a two-manual Austin organ.

ORGAN

Students who plan to study organ should first acquire a thorough piano technique.

Freshman Year

Best, "The Art of Organ Playing" (J. Fischer). Preparatory studies—for manuals alone. Trios for manuals and pedals. Bach: Selected Chorale Preludes (Orgelbuchlein); Pastorale; Short Preludes and Fugues; Canzona (Schirmer II); Prelude and Fugues, E minor (Schirmer III). Easier works of Mendelssohn, Guilman and other old and modern masters.

Sophomore Year

Bach: Trio Sonata I; selected Chorale Preludes; Preludes and Fugues, C minor, C major (Schirmer III); Little Fugue, G minor; Prelude and Fugue, D minor (violin) (Schirmer II); Preludes and Fugues, A major, F minor (Schirmer IV). Mendelssohn: Sonata IV. A sonata by Rheinberger or Guilman. Cesar Franck: Cantabile or Andantino; Pastorale; Prelude, Fugue and Variation. Widor: Symphony II or IV. Selected modern compositions of American, English, French or German composers.

Junior Year

Bach: Trio Sonata IV or V; Concerto in A minor; Selected Chorale Preludes; Toccata and Fugue, D minor; Preludes and Fugues in A minor and B minor; Passacaglia; Fugue A la Gigue. A concerto by Handel. Cesar Franck: Piece Heroique; Choral in A minor; Fantasia in C major, Widor; Symphony VI or V (Variation and Toccata). Mendelssohn: Sonata I or VI. Sonata comparable to the Guilman First or the Rheinberger in D minor. Selected modern compositions.

Senior Year

Bach: Trio Sonata VI or II; Toccatas and Fugues in C and F major; Preludes and Fugues in D (Schirmer II) and E flat (Schirmer III). Franck: Choral No. 1 or 2; Finale in B flat; Grande Piece Symphonique. Mendelssohn: Sonata III or IV. Widor: Symphony VIII. Vierne: Symphonv 1. Representative modern compositions.

Recitals. Recitals are given regularly throughout the year. Students have the opportunity to appear in vesper programs, over radio, and in college chapel services. These appearances give the student confidence and ease in appearing before the public.

Student recitals not open to the public are held monthly. All music students are required to attend and to appear on programs when requested.

Choral Club. The Choral Club meets once each week and prepares programs for special occasions. All vocal students are required to sing in this club and any other student who desires may do so. The best choral music, accompanied and unaccompanied, is studied.

MUSIC THEORY COURSES

Mu. 111—Sight-singing and Terminology 2 hours

The chief aim of this course is to familiarize the student with musical notations, scales, dictation, and different rhythms, that he may be able to sing simple melodies leading up to more complicated and varied song study: folk songs, ballads, hymns, classical and modern songs. During the year the class does considerable two, three, and four part singing. Special attention is paid to correct diction, articulation, expression, interpretation and intonation.

Mu. 121—Sight-singing and Terminology 2 hours

A continuation of Music 111.

Mu. 112—Harmony 3 hours

Scales, intervals, melodic and chord analysis and writing. Harmonization of melody and figured bass in open harmony, using triads, dominant 7th and inversions.

Mu. 122—Harmony 3 hours

Harmonization of melody to bass using all chords and modulations.

Mu. 211—Harmony 3 hours

Continuation of Music 121 to include the unessential dissonance. Harmonic analysis transcription.

Mu. 221—Harmony 3 hours

Keyboard harmonization of melodies and basses with sequences, cadences, modulations, and harmonic dictation.

Mu. 311—Harmony 2 hours

A comprehensive review of previous courses with additional and more advanced material.

Mu. 321—Harmony 2 hours

A continuation of Music 311.

Mu. 212—History of Music 2 hours

The object of this course is to give a broad, general understanding of music. Ancient music, music of the early Church, development of notation, the early contrapuntal schools, secular music, opera, and oratorio are studied. The Classic and Romantic schools and the biographies of the great composers of this period are also studied.

Mu. 412—Orchestration

2 hours

A study of musical instruments. Practical work of orchestrating for groups of strings, wood-wind, and brass. Also the arranging for full orchestra of movements of piano sonatas and Mendelssohn's "Songs without Words".

Mu. 422—Counterpoint

2 hours

Elementary in free style in two and three parts, with simple inversions. Motive development leading into writing of simple two and three-part inventions.

Mu. 314—Public School Music

2 hours

The chief purpose of this important course is to train supervisors of Public School Music. The various methods and lesson plans, history of Public School Music, class methods, child psychology, music appreciation, leading composers of the classic, romantic and modern periods, and different types of songs are studied. The various orchestral instruments and other audible arts and outstanding artists and leading personalities in the musical world are discussed.

Mu. 324—Public School Music

2 hours

A continuation of Music 314.

PIANO

The Piano Department offers elementary music for students with little or no previous training.

For students wishing to major in piano and to graduate with a Bachelor of Music degree, the following outline is given:—

Freshman Year

1. Scales and technical exercises.
2. Studies from Czerny, and Bach-Busoni Two Part Inventions.
3. Selected sonatas from Mozart and Haydn.
4. Selected compositions from classic, romantic, and modern composers.

Sophomore Year

1. Scales and technical exercises.
2. Selected studies from Czerny or Clementi.
3. Bach's Three Part Inventions.
4. Selected Mozart sonatas.
5. Selected compositions from classic, romantic and modern composers.

Junior Year

1. Scales and technical exercises.
2. Selected studies from Czerny or Clementi.
3. Bach's Well-Tempered Clavichord or Handel suite.
4. Selected Beethoven sonatas.
5. Compositions from classic, romantic and modern composers.

Senior Year

1. Advanced technique.
2. Selected sonatas by great composers.
3. Preparation and presentation of Senior Recital consisting of sonata, fugue, and selections from romantic and modern composers.

VOICE**Tone Thinking and Bel Canto Method**

The course in Voice Culture comprises a thorough knowledge of tone formation and production, enunciation, articulation and expression—the foundation of all work being the proper placing of the voice, correct breathing, and the study of the vocal organs; after which the rounding of the tones, the study of tone color, flexibility of the voice, acquirement of style, artistic interpretation and execution are emphasized. The object in the course of Voice Culture is to enable the student to be an intelligent, sincere, and artistic singer of secular and sacred music.

The course of study is modified to suit the individual needs, according to the special profession the student desires to follow, such as teaching, concert work, radio, ecclesiastical music, oratorio or opera. Many selections are studied and prepared to develop technical proficiency, artistic and classic interpretation and cultivated musicianship. Through the entire course careful attention is paid to the study of diction and vowel formation, to tone analysis, and to the blending of the low, medium, and high compass of the voice, to the training of the body, correction of any vocal defects, study of songs of varied character, text, and expression, and to the arrangement and presentation of concert and recital programs.

Course of Study

A four-year course is arranged in which progress will depend largely upon individual aptitude and application.

First and Second Year—Elements of notation, exercises in breathing, the study of the vocal chord mechanism, tone thinking, analysis, solfeggio and vocalises, major scales and arpeggios, studies by Root, Sieber, Proschowski, and Concone, songs of moderate difficulty.

Third Year—A continuation of correct tone thinking and production, with special stress on vowels and consonants, articulations, Italian and French diction, major and minor scales and various intervals, studies by Panofka, Marchesi, and Concone, songs by Schumann, Strauss, Caccini, Giordani, Hue, folk songs and songs by modern composers.

Fourth Year—Exercises in velocity, chromatic, arpeggios, and varied intervals and scales, development of the trill, staccato exercises in rapid tempo, technique and embellishments; dramatic tone; cadences, pianissimo and fortissimo, song interpretation, Italian, French, German, and Spanish diction; studies by Garcia, Lambertini, Shakespeare, and Marchesi; classic, romantic, and modern songs and arias from operas and oratorios; the study of oratorio and operatic roles.

BOB JONES COLLEGE ORCHESTRA

The college orchestra has been organized that students who desire may have the opportunity of gaining experience and training in this

field of musical culture. Two weekly rehearsals are held and concerts given during the year. The orchestra broadcasts from time to time and frequently appears in Vesper services and in the main social functions of the college. The director of the orchestra determines the eligibility of students for entering the organization.

VIOLIN, CELLO, VIOLA, AND BASS

A preparatory course is provided for beginners and the intermediate grades. These studies include Books I, II, III, IV by Hoffman. Scale studies and arpeggios in the first three positions. Kayser Etudes Op. 20, Book 2; Gruenberg's Progressive Studies, Vol. 1. One hour ensemble practice each week.

Freshman Year—Sevick, Scales, and Arpeggios, two octaves; double stop exercises; Etudes by Mayas, Part I; Alard, 24 studies, Op. 21. Standard works of medium difficulty.

Sophomore Year—Art of the bow, Tartini; double stops by Crickboom; Gruenberg's Progressive Studies, Vol. II; Kreutzer Etudes; Transcriptions of Kreisler.

Junior Year—Technical studies, Sevick Op. I, parts 3 and 4. Scales with all types of bowing. Etudes of Rode, Rovelli and Fiorillo, and Caprices of Wieniawski.

Senior Year—Advanced technical exercises; etudes, solos and concertos of standard composers.

Violin and Cello—Preparatory study; Dotzauer Method; studies according to ability. Extensive drill and ensemble playing.

Viola and Bass—Private lessons and ensemble drill.

BUSINESS COLLEGE

Prof. Lee

The President of the college has felt for some time that there should be somewhere a Christian business college. After much prayer and thought such a college has been established on the campus of the Bob Jones College.

Many young people, because of their financial condition, do not see how it is possible for them to complete a four-year college course, but they would like the privilege of being in the atmosphere of a Christian college for at least one year. This privilege is now offered to such young people. Students may enroll in the Bob Jones College and complete in nine months a course in bookkeeping, shorthand, typewriting, and related subjects, and at the end of the year may receive a certificate upon graduation.

Each student enrolled in the Business College is required to take Bible in the Bible Department of the Bob Jones College and, in addition, may take speech or music. If such student does not desire to take music or speech, he will be permitted to take three hours of regular college work each semester.

After having completed the business course and the required college work which is given in connection with the business course,

the student may then enter, if he desires, the regular Liberal Arts college course and will receive approximately a year's credit for the year's work done in the Business College, provided the college entrance requirements have been met.

This arrangement will make it possible for many young people to get at least a start in college work. Usually a student who can go to college one year finds it possible to continue his education. However, if after one year in the Business College a student is not in position to continue college work, he will be equipped to fill a commercial position and will have had the cultural advantage of a business course taken in the environment of a Christian college.

The expenses for the business college are the same as in the regular college. See page 12.

REGULATIONS RELATING TO STUDENTS

Grading. The following grading system is used: A, excellent; B, passing grade in bookkeeping, shorthand, and typewriting; C, passing grade except in bookkeeping, shorthand, and typewriting; E, condition; F, failure; I, incomplete work.

A student making an E or I will be given the following six weeks to remove the condition. A small fee is charged for deferred or special examinations.

All Business College students will be under the same rules and regulations with the exception of grading, as the students in the Liberal Arts College.

CERTIFICATES

All applicants for certificates must be recommended by the Head of the Business College and by the Dean of the Bob Jones College. In addition, all requirements for graduation must be satisfied.

OUTLINES OF COURSES

Outline of Stenographic Course

Shorthand	Spelling
Typewriting	Business Law*
Business English	Business Arithmetic*
Office Training	College Bible
	College Elective

Outline of Bookkeeping Course

Bookkeeping	Business English*
Typewriting	Spelling*
Business Arithmetic	College Bible
Business Law	College Elective

Outline for Combined or Secretarial Course

Shorthand	Business Law
Typewriting	Spelling
Bookkeeping	Business Arithmetic
Business English	College Bible
Office Training	College Elective
*Elective.	

COURSES OF INSTRUCTION

Bookkeeping-Accounting

This course covers instruction and practice work in proprietorship, partnership, and corporation accounting. Thorough instruction will be given in recording transactions and in the opening and closing of books. Group instruction and individual instruction will be given, combining the advantages of both methods.

Shorthand

A thorough training will be given in the principles of the Gregg System. The course will include dictation from the beginning. The student will be trained to take rapid dictation of actual business letters and to transcribe them quickly, neatly, and accurately.

Typewriting

Instruction will be given in the touch system of typewriting. Accuracy, rhythm, and speed will be stressed. Training will be given in letter forms, arrangement, taking dictation directly on the typewriter, and in tabulating.

Business English

The aim of this course is to fit the student to speak and to write readily the clear, correct, forceful English which is necessary in the transaction of present day business. Appropriate exercises will be included.

Office Training

Special instruction will be given in the use of office appliances, in the methods of filing, and in the routine tasks which are required of the skilled office worker.

Spelling

Rules of spelling will be taught, but the greatest emphasis will be placed on the spelling of words and terms used in business. Pronunciation, meaning and syllabication will also be taught.

Business Arithmetic

This course will include a study of the fundamental principles of arithmetic, with a further study of fractions, percentage, and interest, and the application of the principles to practical business problems.

Business Law

Law will be taught as an agency of social control. The fundamental principles applicable to everyday business problems will be studied and applied to cases.

Library
Bob Jones University
Greenville, S. C.